

TO: BOARD OF DIRECTORS  
 FROM: MARIO IGLESIAS  
 GENERAL MANAGER  
 DATE: July 8, 2022

**AGENDA ITEM  
 F  
 JULY 13, 2022**

**GENERAL MANAGER'S REPORT**

**ITEM**

Standing report to your Honorable Board -- *Period covered by this report is June 26, 2022 through July 9, 2022.*

**DISTRICT BUSINESS**

**Administrative**

The District encourages residents to provide reports of any observed water waste and tracks, investigates, and takes appropriate actions to address these incidents. The District also keeps an accounting of leak adjustments as a measure of non-revenue water lost to leaks as well as tracking late fee waivers. The table below provides June 2022 numbers and Calendar Year-to-date data for these items.

**OFFICE ACTIVITIES**

	June 22	Jan 22 - June 22
Reports of Water Waste	0	0
Leak Adjustments	2	14
Leak Adjustment Amount	\$317	\$4,898
Late Fee Waivers	0	22
Late Fee Waiver Adjustment Amount	\$0	\$758

On January 1, 2022, the District shifted to a monthly billing cycle from a bi-monthly billing cycle. During the first several months of 2022, the District did not assess late fees. The District will begin normal billing operations in July of this year. Normal billing operations include providing customer payment arrangements and discontinuance of water services for delinquent accounts. Staff estimates less than 50 customers will be subject to discontinuance of service for non-payment in June. To aid customers in meeting their payment obligations, the District has signed on to and is participating in a federal assistance program, Low Income Household Water Assistance Program ("LIHWAP"). LIHWAP provides customers a one-time payment, sent directly to the utility, to cover up to \$2,000 of unpaid water and sewer costs as part of a COVID19 relief effort.

**Water Resources**

	June - 22	Jul 21 - Jun 22
Groundwater Production	93.0	878.2
Supplemental Water Imported	<u>95.7</u>	<u>1,100.2</u>
Total Production	188.7	1,978.4

The District's total combined production, including groundwater production wells and supplemental water imported through the Joshua Road Pump Station, registered 18875 AF for the month of June 2022. Imported water through the Joshua Road Pump Station once again exceeded the groundwater production and will continue to do so through the next several months as the District strives to maintain the 50% groundwater reduction goal.

**NCSD GW Reduction**

The District's purveyor customers, Golden State Water Company ("GSWC") and Woodlands Mutual Water Company ("WMWC"), each are responsible for 16.66% (cumulatively 33.33%) of the imported water NCSD brings onto the basin through the NSWP. Of the 1,000 AF minimum imported water from the City of Santa Maria, 333 AF or 33.33% of the total imported water – whichever is greater – will be credited to these two purveyor customers. The credited amount must be added to the District's groundwater pumping total every month to reflect the groundwater pumped by these customers in-lieu of taking imported water from the District.

Table 2 below demonstrates the calculus for determining the District's adjusted groundwater pumping reduction. For the Fiscal Year ending on June 30, 2022, the District pumped just over 878 AF of groundwater and credited 366 AF of groundwater pumping to GSWC and WMWC, totaling 1,245 AF of groundwater.

	June-22	Jul 21 – June 22
NCSD GW Well Production	93.0	878.2
Purveyor Customer Credit (33.3% of Import Water)	31.9	366.6
NCSD Total Calculated GW Production	124.9	1,244.8
Average GW Production for 2009-2013	263.6	2,553.4
NCSD Percentage of GW Reduction	53%	51%

**2022 Fiscal Year Groundwater Pumping Forecast**

Table 3 projects the District's groundwater pumping reduction for the 2022 Fiscal Year. Under the current Stage 4 of the NMMA Water Shortage Response Stages, the targeted groundwater pumping reduction goal is to pump a total of 1,266 AFY (50% of 2009-2013 average District GW Pumping). July 2021 through June 2022 actual production and June 2021 historic production are combined in this table to provide a projected estimate year end status.

	Year-to-Date		Target	Over_(Under)	AcFt
	Jun-22	Jul-Jun 2022			
NCSD GW Well Production	93.0	878.2			
Purveyor Customer Credit (33.3% of Import Water)	31.9	366.6			
NCSD Total Calculated GW Production	124.9	1,244.8	1,266.7	22	
Average GW Production for 2009-2013	263.6	2,533.4	2,533.4		
NCSD Percentage of GW Reduction	53%	50.9%	50.0%		

Table 4 compares groundwater pumping for the same periods in 2021 and 2022. This view of the data provides operations with insight into year-end water production values and assists operational personnel in their efforts to balance import and groundwater production, with the purpose of reducing groundwater pumping to meet the District's goal of reducing groundwater pumping by 50% of the 5-year average groundwater in the specified period, 2009 through 2013.

**Table 4. FY 2021 vs. FY 2020 Groundwater Pumping**

	Jun-22	Jul 21 - June 22	Jun-21	Jul 20-June 21
NCSW GW Well Production	93.0	878.2	105.6	1,016.6
Purveyor Customer Credit (33.3% of Import Water)	31.9	366.6	31.7	358.7
NCSW Total Calculated GW Production	124.9	1,244.8	137.4	1,375.3
Average GW Production for 2009-2013	263.6	2,533.4	263.6	2,533.4
NCSW Percentage of GW Reduction	53%	51%	48%	46%

**Rainfall Gauge**

(Reported in inches)	Nipomo East (Dana Hills Reservoirs)	Nipomo South (Southland Plant)
June 2022 Total	0.00	0.00
July-2021 through June-2022 (Season Total)	10.43	8.35
May 1, 2022 – May 6, 2022	0.00	0.00
Total Rainfall to date	10.43	8.35
County Reported Avg. Ann. Year Rainfall	18.00	14.00
2006 - 2020 Avg. Ann. Year Rainfall*	15.39	13.30
2006 - 2020 Median Ann. Rainfall*	12.64	11.30

\*Data from County website

**Connection Report**

Nipomo Community Services District  
Water and Sewer Connections

**END OF MONTH REPORT**

	Jan-22	Feb-22	Mar-22	Apr-22	May-22	Jun-22	Jul-22	Aug-22	Sep-22	Oct-22	Nov-22	Dec-22
Water Connections (Total)	4500	4500	4500	4501	4501	4501						
Sewer Town connections	2737	2737	2737	2738	2739	2739						
Sewer Blacklake connections	559	559	559	559	559	559						
Subtotal	3296	3296	3296	3297	3298	3298						
Galaxy and PSSH at Orchard and Division Sewer connections billed to the County	481	481	481	481	482	482						
Sewer Connections (Total)	3777	3777	3777	3778	3780	3780						
New Water Connections	4	0	0	1	0	0						
New Sewer Connection	4	0	0	1	1	0						

The Connection Report as of June 30, 2022

**Safety Program**

No reportable safety issues.

**Supplemental Water Capacity Accounting**  
Summary Since January 25, 2008

	Number of Equivalent Meters	AFY
Supplemental Water Available for Allocation	947	500.0
Supplemental Water Reserved (Will Serve Letter Issued)	132	-69.7
Subtotal Net Supplemental Water Available for Allocation	<b>815</b>	<b>430.3</b>
Supplemental Water Assigned (Intent-to-Serve Issued)	177	-93.4
<b>Total Remaining Supplemental Water Available for Allocation</b>	<b>638</b>	<b>336.9</b>

Updated 7/8/2022

**Other Notable Items**

- COVID19 NCS D Response Plan Update [Attachment A]
- Dana Reserve – Schedule [Attachment B]

**Meetings (June 19 through July 8)**

*Meetings Attended (telephonically or in person):*

- June 20, Staff Mtg. - Admin Supervisor Mtg.
- June 21, Eng/Admin Coordination Mtg.
- June 21, Sedaru Training – Report Creation
- June 22, Rotary
- June 22, NCS D Regular Board Meeting
- June 22, After-Board Exec. Team Meeting
- June 22, Developer Meeting – Sobel (Frontage Rd.)
- June 23, NMMA-TG Managers Meeting
- June 23, Stand-pipe Easement – Cell Tower Contractor
- June 24, Staff Mtg. - Cust. Service Specialist
- June 24, NCS D Board Officer Mtg.
- Week of June 27 – Vacation
- July 4, Holiday
- July 8, Tyler/Sedaru Interface Mtg.
- July 8, Dana Reserve Project SLO County Planning Mtg.
- June 6, Staff Mtg. - Admin Supervisor Mtg.
- June 7, LAFCO – Planning/Coordination Mtg.
- June 7, Election Volunteer
- June 8, Rotary
- June 8, NCS D Regular Board Meeting
- June 8, After-Board Exec. Team Meeting

**Meetings Scheduled (July 10 through July 16):**

*Upcoming Meetings (telephonically or in person):*

- July 11, Staff Mtg. - Admin Supervisor Mtg.

- *July 11, Tribune Mtg. – Dana Reserve*
- *July 12, NCSD Code Book Review*
- *July 13, Rotary*
- *July 13, NCSD Regular Board Meeting*
- *July 13, After-Board Exec. Team Meeting*
- *July 14, SLO County Planning – Dana Reserve Study Session*
- *July 15, LAFCO staff Planning Mtg. – Dana Reserve*
- *July 15, NCSD Staff Mtg. - Cust. Service Specialist*

**Upcoming Water Resource and Other Meetings**

*Upcoming Standing Meetings:*

- *NMMA-TG: August 18 (Thursday) @ 10:00 AM, Zoom Meeting*
- *RWMG: July 6th (Wednesday) (Not yet Scheduled)*
- *WRAC: July 6th (Wednesday) @ 1:30 PM, In Person (Not yet Scheduled)*
- *NMMA Manager's Meeting: July 22<sup>nd</sup> (Friday) @ 10:00 AM, Zoom Meeting*
- *NCSD Board Officer Meeting: July 29<sup>th</sup> (Friday) @ 10:00 am, NCSD Conf. Rm.*

**RECOMMENDATION**

Staff seeks direction and input from your Board

**ATTACHMENTS**

- A. COVID19 - NCSD Response Plan (No Changes)
- B. Dana Reserve Schedule (No Changes)

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ITEM F

ATTACHMENT A

Date: July 13, 2022 Board Meeting  
Response Activities to COVID19 Health Emergency  
Prepared by: Mario Iglesias, General Manager

DISTRICT RESPONSE TO COVID-19, Updated July 8, 2022

### New Actions

No New Actions

### Personnel on Quarantine

Office Personnel: 1 (Changed since last reported)  
Operational Personnel: 1 (Changed since last reported)  
Vaccine Update: (No Change)

### Ongoing Actions

1. Testing available for Employees to test (Voluntary)
2. Following SLO Co. Masking guidelines (Voluntary)
3. Following Cal/OSHA guidelines
4. Review SLO County EOC Status Reports

### Previous Actions

1. For the Month of September, District Staff Tested 44 times (all negative results)
2. Mask Mandate Requirement Update – As of September 1, 2021, masks must be worn indoors at public facilities.
3. COVID19 Rapid Test Kits secured from SLO County at no cost to provide weekly work-place testing.
4. NCSO Board Passes Resolution Declaring Emergency in District [Res. 2020-1550, Mar. 24, 2020]
5. Admin Office Closed to the Public
  - a. Meetings are virtual – Conference Calls
6. Discontinued: Split staff into two teams
  - a. See schedule on Response Plan
7. Received directions for FEMA Public Assistance – Cost Tracking Guidance
8. Governor's Executive Order – No Water Turn-offs
  - a. District instituted this policy as well as a No Late Fee – No Penalty Fees
9. Wipe-down between shifts
10. Each operator in separate designated vehicle.
11. Received additional PPE. Administration Staff will be on normal schedule 8-4:30 starting Monday May 18th
12. Operations Staff are on normal 7:00 am to 3:30 pm work schedule as of Monday, May 4<sup>th</sup>. County opened up construction sites.
13. Expanded Customer Service Work to include site visits for investigations (high bills, meter issues) week of May 11
14. Trailers for quarantine have been returned – May 1
15. District to begin wastewater sampling in conjunction with County effort to determine presence of COVID19 in communities – May 11
16. Temporary Admin Support Workers brought back to Office (Provider incentivized due to PPP Funds) – June 1

Date: July 13, 2022 Board Meeting  
Response Activities to COVID19 Health Emergency  
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17. Lobby Modifications: Glass is equipped with speaker plates to allow the communication between customer and clerk without opening the sliding window.
18. Board Meetings open to the public.
19. County Offices Continued Closed with Appointments provided to some departments as needed.
20. June 18, 2020, Governor Order issued requiring face masks be worn in public places. District management purchased disposable face masks for staff, Board Members, and any public that attends District Board Meetings and lack a face mask.
21. The customer counter window modifications at the office are completed.
22. Capital Improvement Projects continue to be impacted and schedules for completion continue to be pushed back due to material delivery delays.
23. Administrative Office open to public – April 19, 2021
24. Mask Mandate in SLO County (reinstated on September 1<sup>st</sup>) will be lifted when:
  - a. The county reaches the yellow, “moderate” level of COVID-19 community transmission, as defined by the Centers for Disease Control and Prevention (CDC), and stay there for at least 10 days, and
  - b. Public Health Officer Dr. Penny Borenstein determines that COVID-19 hospitalizations are low and stable and area hospitals are able to meet the needs of patients.
25. County Health provided COVID19 Rapid Test that will get us through January 2022. NCSO requesting additional tests for February and March. The District has sufficient tests to sustain routine testing practices through January 2022.
26. February 16, 2022, Indoor Mask Mandate Lifted in San Luis Obispo County for vaccinated individuals.

#### Mask Mandate Status:

- Effective March 1, 2022, the requirement that unvaccinated individuals mask in indoor public settings will move to a strong recommendation that all persons, regardless of vaccine status, continue indoor masking.
- Universal masking shall remain required in specified high-risk settings.
- After March 11, 2022, the universal masking requirement for K-12 and Childcare settings will terminate. CDPH strongly recommends that individuals in these settings continue to mask in indoor settings when the universal masking requirement lifts.

#### Masks in California are still Required:

- In Emergency shelters and cooling and heating centers
- In Healthcare settings (applies to all healthcare settings, including those that are not covered by the State Health Officer Order issued on July 26, 2021)
- At State and local correctional facilities and detention centers
- In Homeless shelters
- At Long Term Care Settings & Adult and Senior Care Facilities



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ATTACHMENT B

DANA RESERVE REVIEW SCHEDULE (AS OF 7/13/2022)

Date	Description	Comment
<i>April 24, 2022</i>	<i>NCSD Review "Utility" Section of EIR</i>	
<i>June 16, 2022</i>	<i>Release of EIR</i>	<i>Extended from May 16, 2022</i>
July 14, 2022	SLO County Planning Comm. Study Session	Zoom Meeting
July 21, 2022	LAFCO Study Session	County Lead Agency (9:00 am)
July 31, 2022	Close Public Comment - EIR	Was June 20, 2022 (Mario on Vaca)
Q-1 2023	County Board of Supervisors	Accept EIR
Q-2 2023	NCSD Board	Annexation Application
Q-2 2023	LAFCO Review	

The above schedule is suggested and drawn from conversations from the County, LAFCO, and the Developer. This schedule is a rough outline and will most likely change over time.